

“Facelifts Continue to Enhance Richwood” Application

Applicant/Property Owner: _____

Address of property to be improved:	Mailing Address if different

Phone: _____

I would like to participate in the **Facelifts Continue to Enhance Richwood** project. I understand that in order to qualify for a grant to make renovations on the front/exterior of my house/business in the Richwood City limits, I must do the following, as well as **agree to pay the 25% match** and submit this application to

Facelifts Continue to Enhance Richwood

c/o The Richwood Area Chamber of Commerce
 38 Edgewood Ave.
 Richwood, WV 26261.

The Chamber Office is open from 10 a.m. to 2 p.m. weekdays. Applications may be placed in the mail slot outside of office hours or submitted by mail. **Applications will be accepted until September 30, 2019.**

Wait for written approval of the project. The coordinator will come to your house and take *before* pictures.

1. Purchase and pay for all materials and/or services. **Remember to save the receipts.**
2. Make the planned improvements to the front of your building or property.
3. Contact the coordinator when the job is done. *After* pictures will be taken.
4. Submit your copy of the receipts for reimbursement.
5. Reimbursement checks will be issued within 2 weeks.
6. I further understand that this project must be completed by **November 1, 2019.**

Circle one and describe your project in the box below: (use back if needed)

Home	Business/Organization
To qualify for a \$300 grant, I must have completed renovations & present receipts totaling \$375 or more in order to receive the \$300 grant.	To qualify for a \$500 grant, I must have completed renovations & present receipts totaling \$625 or more in order to receive the \$500 grant.

_____ ***I agree to the conditions as stated above.***

Signature of applicant/property owner

Date

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